

STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 18-579T OPENING DATE: 7-Dec-18 CLOSING DATE: 21-Dec-18

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Transporation Assistant, GS-2102-07, E-4/SPC - E-6/SSG, MPCN: 1623-703

APPOINTMENT FACTORS: OFFICER **WARRANT OFFICER** **ENLISTED**

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$42,699.00-\$55,507.00 PA

SUPERVISORY **MANAGERIAL**

NON-SUPERVISORY/NON-MANAGERIAL

LOCATION OF POSITION:

United States Property and Fiscal Office, (USPFO), Phoenix, Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive a **Permanent Appointment** after successful completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed **AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement)** or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a **Resume** or the **Optional Form 612.** Applicant **MUST** submit complete **ERB** and/or other documentation to verify possession of **MOS.**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard, in a military unit supported by the USPFO and must possess the following MOS: 25B, 36B, 51C, 88M, 88N, 89A, 89B, 92A, 92F, 92G or 92Y

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

Relocation Incentive may be offered: YES NO
PCS may be offered: YES NO

NOTES:

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: Must be able to obtain and maintain a Secret Security Clearance.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Knowledge and application of an extensive body of transportation regulations, methods, and industry practices to perform a wide variety of transportation support assignments and resolve a wide range of problems.
2. Knowledge of transportation regulations that relate to the movement of a wide range of specialized shipments (over-dimensional, hazardous, and security risk items).
3. Practical knowledge of the carrier industry and specialized shipment needs to identify the appropriate shipping method, carrier equipment, services, and special handling required.
4. Skill in analyzing and interpreting technical transportation requirements in determining mode and carrier according to priority of assigned shipments.

SPECIALIZED EXPERIENCE: Must possess at least 12 months experience, education, or training obtaining and interpreting information. Experience applying directives and regulations governing transportation of personnel, cargo or freight. Experience verifying legal entitlements or official authorizations for travel, securing from carriers guides and timetables, information regarding schedules, fares, and availability of space accommodations.

BRIEF JOB DESCRIPTION: This position is located at the USFPO, Phoenix, Arizona. Its purpose is to assist in the operation of the Traffic Management program and provide assistance on all matters relating to commercial movement of equipment, supplies, and personnel for both peacetime and wartime. Additionally, supervising or performing work to arrange transportation for or perform other actions in connection with movement of freight, passengers, or personal property by government or commercial means.

SELECTING OFFICIAL: Ms. Schlotterbeck
